



**BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 P.M., July 13, 2018  
GHURA's Main Office  
1<sup>st</sup> floor, Conference Room, Sinajana  
AGENDA**

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**I. ROLL CALL**

**II. APPROVAL OF PREVIOUS BOARD MINUTES – June 29, 2018**

**III. CORRESPONDENCE AND REPORTS**

**Page(s)**

**1. Division Quarterly Reports (FY2018, 3<sup>rd</sup> Quarter)**

- |                |     |
|----------------|-----|
| a. CPD .....   | 1-2 |
| b. A & E ..... | 3-5 |

**IV. OLD BUSINESS**

**1. Board Action Item No. 037/18**

Update on the Construction of the Sinajana Central Precinct  
(Ref. Minute Nos: 099/17, 311/17, 330/17, & 006/18)

**V. NEW BUSINESS**

**VI. GENERAL DISCUSSION / ANNOUNCEMENTS**

**1. Succession / Continuity Planning**

- a. Board Membership
- b. Critical Management Positions

**2. Next proposed scheduled Board Meeting - July 27<sup>th</sup>**

**VII. ADJOURNMENT**

**BOARD OF COMMISSIONERS**  
**REGULAR SCHEDULED MEETING**  
**12:00 p.m., June 29, 2018**

GHURA Main Office, 1<sup>st</sup> floor conference room  
Sinajana, Guam

**MINUTES**

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After notice was duly and timely given pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regular scheduled meeting of **Friday, June 29, 2018** at 12:00 p.m. at the GHURA Sinajana Main Office, 1<sup>st</sup> Floor Conference Room was conducted.

**I. ATTENDANCE, QUORUM, AND CALL TO ORDER**

COMMISSIONERS PRESENT: Thomas E. B. Borja, Vice-Chairman  
Carl V. Dominguez, Member  
George F. Pereda, Member  
Joseph M. Leon Guerrero, Resident Commissioner

COMMISSIONERS ABSENT: George A. Santos, Chairman (excused)  
Eliza U. Paulino, Member (excused)

LEGAL COUNSEL: Anthony Perez

MANAGEMENT & STAFF: Michael J. Duenas, Executive Director  
Pedro A. Leon Guerrero Jr., Deputy Director  
Melinda Taitano, Special Assistant  
Albert Santos, AE Manager  
Katherine Taitano, Chief Planner

PUBLIC: Lawrence Alcairo, Staff of Senator Nelson's Office

Meeting was called to order at 12:00 p.m. by Vice Chairman Borja who acknowledged the presence of the above attendees. The Vice Chairman then indicated that the minimum number of Commissioners required for a quorum was present and that the meeting could proceed.

<b>Minute No.</b>	<b>Ref. No.</b>	<b>Approval of Previous Board Meeting</b>	<b>Action By:</b>
135/18  136/18		<p>Vice Chairman Borja called for a motion to be made on the approval of the Minutes from the previous Board Meeting on June 15, 2018.</p> <p><b>After review and further discussion by the Board Members, a motion was made by Commissioner Dominguez, seconded by Commissioner Pereda and approved by the Board, the Minutes of June 15, 2018 as submitted.</b></p>	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>Action Items from Prior Meetings</b>	<b>Action By:</b>
	037/18	<p><b>Update on the Construction of the Sinajana Central Precinct</b></p> <p>Mr. Albert Santos provided the following updates:</p> <p>During an inspection they found a major variance from the structural design, therefore which was rejected. This caused further delays to the pouring of the footings. Although the contractor was quick to resolve the problem, it was rejected because they did not follow the proper protocol of submitting the changes in writing.</p> <p>Mr. Santos requested Mr. Tom Camacho to review the work done at the site. After reviewing the work, Mr. Camacho gave approval to proceed. The pouring was delayed further due to a backlog in delivering cement, but the pouring was completed on Monday.</p> <p>Mr. Santos did meet with the bonding company to express his concerns. The</p>	Albert Santos

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/18 continuation	<p>bonding company did inform Mr. Santos that they hired an engineer, who was scheduled to start on Monday.</p> <p>Rex stated although they are looking at increasing their resources for additional skilled workers to make up the difference, they affirmed their position that they are not going to meet the August deadline.</p> <p>Mr. Santos stated he reminded Rex that after August, the L.D. will go into effect. The bonding company also reminded them that if they don't make any real progress, this will be the last project they will ever be issued a bond.</p> <p>Mr. Santos stated that his staff were recently out there and the contractors are really pushing forward making up for time loss. Most of the long lead items are in place but now his main concern is with the consultant, TRMA. They are behind in reviewing the material submittals. It takes them about a month to reply when the agreement was for a 5-day turn-around. They currently have the booster pump specs for the sprinkler system which keeps going back and forth from Falcon Engineer and our consultant. The issue is that the pump can't just be purchased off the shelf and now they are looking at a 3-month delivery time.</p> <p><i>Commissioner Dominguez requested if the Board can do a site visit immediately after the meeting.</i></p>	

<b>Minute No.</b>	<b>Ref. No.</b>	<b>NEW BUSINESS</b>	<b>Action By:</b>
137/18		<p><b>Intent of Award: IFB#GHURA-5-24-2018-AMP1&amp;4, Addition of a New Drain Spout to GHURA 250 housing development</b></p> <p>Mr. Albert Santos stated the request is to address findings from the last REAC inspection, which we were cited for erosion. GHURA 250 housing development are units within the Mongmong, Toto, Sinajana, and Agana Heights areas which currently just have a drain pipe.</p> <p>Six contractors picked up packets but only 4 submitted a bid. After meeting with the lowest bidder, it was evident that they rushed their cost estimate and admitted that they didn't fully understand the scope of the work needed. Therefore, Mr. Santos is requesting the Board to approve the contract with the second lowest bidder, Triple Tech Inc.</p>	Albert Santos
138/18		<p><b>A motion was made by Commissioner Dominguez and seconded by Resident Commissioner Leon Guerrero to approve IFB#GHURA-5-24-2018-AMP1&amp;4, Addition of a New Drain Spout to GHURA 250 housing development to Triple Tech Inc. in the amount of \$116,200.00. Without any further discussion and objection, the Motion was approved.</b></p>	

<b>Minute No.</b>	<b>Ref. No.</b>	<b>NEW BUSINESS</b>	<b>Action By:</b>
139/18  140/18		<p data-bbox="672 279 1222 384"><b>Intent of Award: IFB#GHURA-413-2018-CPD, Demolition of four housing structures in Dededo</b></p> <p data-bbox="672 415 1222 667">Director Duenas stated because GHURA is still waiting for the approval of the release of funds from HUD, he is requesting the Board to table this item and prefers to get that release before the Board acts on it. We are hoping to get it in time for the next meeting.</p> <p data-bbox="672 709 1222 783"><i>Vice Chairman Borja approved the request to table this item.</i></p>	Albert Santos
141/18		<p data-bbox="672 829 1222 898"><b>Informational - PY2018 Annual Action Plan (Draft)</b></p> <p data-bbox="672 945 1222 1165">Ms. Katherine Taitano stated what's presented to the Board is the proposed list of projects which is the result of the application cycle from the community for the use of CDBG/HOME/ESG funds of over \$4M for the FY2019.</p> <p data-bbox="672 1207 1222 1386">The projects are chosen from proposals submitted by various organizations through a 2-month application process. Ms. Taitano provided a summary of the various projects.</p> <p data-bbox="672 1428 1222 1648">The discussions focused on the proposed Central Community Arts Hall. This is a small community theater which also serves as a meeting hall large enough for approximately 100 people.</p> <p data-bbox="672 1690 1222 1837">Vice Chairman Borja expressed his concerns that although the Arts Hall is a great idea, parking will be an issue and requested that this be looked into.</p>	Katherine Taitano

<b>Minute No.</b>	<b>Ref. No.</b>	<b>General Discussion / Announcements</b>	<b>Action By</b>
142/18		<b>Ground Breaking schedule:</b> <b>Sinajana</b> Baseball Field - July 12 <sup>th</sup> @ 11:00 a.m. <b>Umatac</b> Baseball Field - July 17 <sup>th</sup> @ 11:00 a.m.	
143/18		<b>Next Proposed Scheduled Meetings:</b> <b>July 13<sup>th</sup> and 27<sup>th</sup></b>	

144/18

**ADJOURNMENT**

There being no further business before the Board, a motion was made by **Commissioner Dominguez** and seconded by **Resident Commissioner Leon Guerrero** which was unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at **12:55 p.m.**

(S E A L )

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**MICHAEL J. DUENAS**  
Board Secretary/Executive Director



# GHURA

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## Research Planning and Evaluation Division & Community Development Division Division Activities Report as of 30 June 2018

### I. Program Management and Grants Management

- a. Community Planning and Development
  - i. PY2018 Annual Action Plan – Out for public comment now. Public hearing 12 June 2018.
  - ii. PY17 Substantial Amendment – Under review by HUD.
  - iii. **CDBG Timeliness – On schedule to meet July 2018 deadline.**
  - iv. **HOME Expenditure Compliance – On schedule to meet September 2018 deadline.**
- b. PHA
  - i. Capital Fund Program - PH Annual Plan and Capital Fund 5-year (Rolling) Plan – submitted, under review.
  - ii. Grant Application Assistance
    - 1. Mainstream Program (50 Vouchers) – submitted, under review.
    - 2. Family Unification Program (60 Vouchers) – Due 26 July 2018.

### II. Project Management Highlights

- a. HOME
  - i. Ta'i 7 – Lots acquired, USDA Sweat Equity partnership with MCDC
  - ii. Astumbo Subdivision, 5 homes (scattered site) – 4<sup>th</sup> unit closing 10 June 2018
  - iii. Sagan Bonita Subdivision Phase II, 13 homes – Anticipated completion in 2019
  - iv. RENEWAL Homes – 2 units under rehabilitation. 23 homes sold to-date.
  - v. RENAISSANCE Rentals – 20 units
    - 1. Yigo, Dededo, & Malesso (15 units) – In service
    - 2. Talofofu – Repairs pending funding.
- b. CDBG, projects underway
  - i. Central Police Precinct
  - ii. Sinajana Baseball Field Rehabilitation
  - iii. Umatac Baseball Field Rehabilitation
  - iv. Dededo Sports Complex Community Facility
- c. GHURA Legacy
  - i. Asan Redevelopment program – estimate twelve families moving to meet deadline.





d. LIHTC

- i. 2018 QAP – Deadline to submit, 05 June 2018. Two applications submitted. Cure Period underway.
  1. Major upcoming steps (est. time): Evaluation (30 days), Finalize Recommendation for Board Review/Approval (Aug 2018), Execute Allocation Documents (October 2018)
- ii. Compliance Monitoring of LIHTC Developments
  1. CY2018
    - a. Ironwood Estates – 108 units (100% Physical Inspection / 20% File Review)
    - b. Summer Town Estates II - 240 units (100% Physical Inspection / 100% File Review)
  2. HUD 1602 Exchange, annual
  3. Ironwood Heights I & II – 132 units (100% Physical Inspection)

**III. Other**

- a. Training and Certifications
  - i. Part 58 Environmental Review Training – 16 hours, completed. Jo Lyn Terlaje, Brandon Santos, Alvina Castro, \*Robert Hess, K. Taitano
  - ii. ICF Building HOME Training – 4 sessions, completed. Jo Lyn Terlaje, Brandon Santos, Vanessa Estella, K. Taitano
  - iii. **Fundamentals of LIHTC Management (Certification Exam) – Passed. Dominic Calvo, PC III**
  - iv. **Housing Counseling (Certification Exam) – Passed. Vanessa Estella, Planner IV**
  - v. Fundamentals of Government Procurement – 3 or 4 modules complete, passed. K. Taitano

**A/E Division**  
**Project Activities**  
 [April – June 2018]

<b>Project</b>	<b>Contractor</b>	<b>Contract Amount</b>	<b>NTP</b>	<b>CCD</b>	<b>Status</b>	<b>Program / Grant</b>	<b>Remarks</b>
1. Sinajana Lots No. 70, 71, & 76						Yona Reserve	<ul style="list-style-type: none"> <li>• Lot 70 owner accepted offer</li> <li>• Lot 71 owner rejected offer and submitted a counter boundary realignment which will impact Lot 70.</li> <li>• Lot 71 owner is requesting to meet with board.</li> </ul>
2. Mosquito Lab	Rex Intentional	\$2,178,200.00 CO#1- \$321,890.81 CO#2 \$98,797.36	11/21/13	9/29/16	100%	DOI	GHURA's Legal Counsel working with Surety's Legal Counsel on First Net Insurance need to complete and close-out the project
3. Central Police Precinct	Taniguchi Ruth Makio Architects	\$121,000.00	8/21/16	11/21/16	100%	CDBG	
	REX INT.	\$2,937,300.00 CO#1 \$127,494.37	3/27/17	8/30/18	55%	CDBG	Notice of cure issued, contractor has since, hired the needed engineer staff. GHURA continues to conduct daily review of in-progress work with guidance

<b>Project</b>	<b>Contractor</b>	<b>Contract Amount</b>	<b>NTP</b>	<b>CCD</b>	<b>Status</b>	<b>Program/Grant</b>	<b>Remarks</b>
4. Umatac & Sinajana Baseball Field up-grades	Infratech Inc	\$810,000.00	6/6/18	2/21/19	5%	CDBG	Design in work s/b completed by end of July, contractor plans to start with Sinajana 1 <sup>st</sup>
5. Top coating of roofs and exterior painting of elderly units	Asia Pacific Intl	\$263,436.00	12/18/17	9/27/18	80%	CAP	Exterior painting completed at Dededo, Agat and Merizo. Contractor to start on roof coating as soon as material gets on island
6. Reno of 6 units at Guma Tran	Genesis Tech	\$84,300.00	Jan 2018	6/22/18	100%	USDA reserve funds	Close-out document submitted, Rural Development staff reviewed work completed and where satisfied
7. Water blasting and exterior painting of all 4 amps	Base bid 2& 3- Asia Pacific Bae bid 4- Genesis Tech	\$517,486.00 \$264,600.00	1/16/18 1/16/18	9/22/18 6/22/18	60% 100%	Cap Funds	Asia Pacific presently working at amp2 to complete, amp3 100% Genesis Tech
8. Restroom and concession stand at the Sport complex in Dededo	Canton Construction Corp	\$779,480.00	3/20/18	12/20/18	10%	CDBG	foundation permit was just recently approved contractor to start plans to start work earlier.
9. Water Blasting and exterior painting AMP1	Genesis Tech	\$287,500.00	4/24/18	7/30/18	100%	Cap Funds	Close-out documents submitted

<b>10. Lead Base testing at AMP1,2&amp; 4</b>	Industrial Hygiene Professionals, Inc.	\$37,000.00	6/20/18	12/3/18	5%	Cap Funds	Testing to start at AMP2
<b>11. Renovation of 5 Units</b>	Genesis Tech	\$134,100.00	5/22/18	8/21/18	20%	Cap Funds	Reno in work
<b>12. Demolition of 4 structures old staff housing in Dededo</b>							FONSIRROF needs to be re-advertised based on HUD request for approval
<b>13. Phase II , up-grade of 6 units at Guma Tran</b>	Arkana Pacific	\$100,400.00					Awaiting Rurals' release of funds in order to award contract
<b>14. New Drain Spout GHURA 250 housing development</b>	Triple Tech Incorporated	\$116,200.00					Notice of award issued contractor has 10 days to submit bonds and insurance due 7/12/18
<b>15. Reno of 14 units at Liheng III</b>							Design and scope of work 90% complete, IFB to be issued 7/12/18